



Finance Manager-\$55-65K

Sid Simone, Inc is hiring for a municipality in Michigan. The role is a Full-Time Finance Manager that will report to the City Manager. Experience with local government, serving in a similar capacity, and familiarity with BS&A accounting software is highly preferred. This is a direct-hire position.

THE OPPORTUNITY

This position will perform varied and confidential technical, finance and budgetary duties in support of the City Manager (CM). Confidential information could include City finances, emergency reports, federal hearings, and personnel records. This position coordinates and participates in projects with other County departments, and outside agencies, and works with the public to resolve issues and concerns; provides information or directs questions and requests to appropriate departments.

The selected incumbent will have the opportunity to:

- Ensures accurate accounting of all City funds; invests idle cash; monitors ongoing expenditures; collects taxes and other receivables; administers payroll and accounts payable; assists with debt issuance
- Reviews, updates the policies and makes suggestions for financial compliance, cash management, investment and spending policies
- Conducts weekly, monthly, quarterly and annual audits of department spending and ensures checks and balances of P&L statement and other reports are accurate
- Conducts budget forecasting 3-10 year plans; creates reports to justify spending for \$800,000+ budget, with \$120,000 annual deficit
- Notifies CM of any financial or budgeting inaccuracies or concerns
- Ensures financial compliance with state and federal guidelines by supplying ad-hoc reports to auditors
- Assists CM and auditors by examining accounting, purchasing, and budget of each department and quarterly grant submissions
- Comprehensive knowledge of the principals and practices of municipal finance, accounting, and investing
- Successfully verbally communicate and present findings in PowerPoint and Excel format by attending City Council and applicable municipality meetings by the CM's directive
- Communicate with officials and staff of other departments and agencies to obtain and relay information and to coordinate activities



- Contribute to positive work culture

Skills and Technology

- 5 years of experience in professional accounting and financial management
- Familiarity with principals of municipalities highly preferred
- Bachelor's Degree required- Accounting, Finance, Business, Public Administration
- Microsoft Suite required
- Experience managing \$800,000+ budget and annual deficits of \$120,000+
- Experience creating calculations, forms, pivot tables, V look-ups, and queries in Excel required; familiarity with BS&A software will reduce training time
- Experience utilizing, developing reports and managing financial statements in an accounting software required

Compensation, Benefits, Working Hours

- Some relocation assistance may be available
- Health insurance, 2 weeks of PTO vacation, personal/sick days
- The City Hall is open Monday-Thursday 8am-6:30pm, however working hours for this role will be as-needed per the City Manager's directive; some remote flexibility

ABOUT THE LOCAL MUNICIPALITY

This urban City is home to fewer than 25,000 residents and situated along the West shores of Lake Michigan. Your drive is 10 minutes or less to a lake, river, or a beach. With a strong pride in community and local high school sports, this City is home to 1 high school, 1 middle-school, and 4 elementary schools, equipped with full-service City Hall, 24/7 Police and Fire Station, and a seasonal farmer's and flea market. In the adjacent city you can attend semi-professional basketball, football, baseball and hockey games. All year, you can indulge in the essence of all 4 seasons with their distinctive aromas, indoor and outdoor activities, and festivities. The City is remedying years of real-estate inflicted poverty, and an increase in petty crime. In order to address disorganization in local government, the City is upgrading technology, implementing budgeting protocols, restructuring departments and launching new police initiatives. This is a unique opportunity to join the ground-floor of the reorganization by setting the new status-quo.

ABOUT THE COMPANY



Sid Simone, Inc is a national recruitment placement agency. The company supplies promotional staffing and direct-hire placements for full and part-time positions in the United States. More roles available: <http://www.sidsimoneinc.com>